

THE ACADEMIC HONOUR PRINCIPLE

INFORMATION ABOUT PLAGIARISM
AND INTELLECTUAL PROPERTY RIGHTS



DALARNA
UNIVERSITY

PLAGIARISM AND INTELLECTUAL PROPERTY RIGHTS (COPYRIGHT)

Breaching the academic honour principle is about cheating and plagiarising. When a piece of work is submitted, it is considered a piece of academic communication, which means that the writer must follow the same rules that apply to any researcher.

Academic honour means that you must be clear as to which arguments are yours and which arguments belong to another. In such a way, you are acknowledging the research and ideas of others on which you are basing your own work.

WHAT IS PLAGIARISM?

Plagiarism is when you present the work of others (either in whole or in part) as your own. This can mean any form of text, diagrams, pictures, photographs, music and so forth.

The risk of plagiarism is also great if you formulate text too close to the original even if you correctly reference the original work.

Even if you reformulate text in your own words or, alternatively, indicate citations and provide correct references, you cannot base your work completely on secondary sources. Naturally, your work must include your own material with your own commentary and reflections. Citations and references are used only to support your work.



EXAMPLES OF PLAGIARISM

- Submitting somebody else's work as your own
- Not providing references when:
 - * copying phrases, sentences and paragraphs from somebody else's work
 - * rewriting a paragraph from somebody else's work
 - * using somebody else's theories, methods and data
 - * copying pictures, diagrams and tables
 - * copying computer programmes, musical compositions and multimedia (sounds, films, etc.)
- Replacing words with synonyms
- Retaining the original work's formulations without indicating sources
- Translating word-for-word from another language without indicating that your text is in fact a translation



WHAT IS MEANT BY INTELLECTUAL PROPERTY RIGHTS (COPYRIGHT)?

This refers to the right to use somebody else's work. Be aware that even if you reference a source, and in so doing avoid plagiarising, this does not mean that you automatically can use all types of material without requesting permission from the copyright holder. Copyright refers to material in the form of texts, figures, photographs, material found on the Internet, and so forth.

WHAT IS CHEATING?

Cheating refers to the use of unpermitted material (such as cheat notes, mobile telephones, handheld computers and books) or other forms of unpermitted material and apparatus so as to deceive during, for example, tests and examinations or other forms of evaluation.

During a supervised examination, examinees are not permitted to work together. Detailed information about this can be found in the "General Administrative Regulations" for Dalarna University.

HOW TO AVOID PLAGIARISING

During the writing process, you will need to refer to other sources. This is done by referencing or citing from texts. A citation means using exact text from the original; a reference is a short summary of the sourced original text. Both citations and references require that you provide the source where the original information can be found.

By learning the rules and knowing how to use the text of others correctly in your own work, you can avoid being suspected of and reported for cheating and plagiarising.

- Ahead of submitting an assignment or completing an examination, be sure to follow the information and guidelines that the teacher provides you with.
- Be careful to record your references throughout the writing process.

REFERENCING SYSTEMS

Various referencing systems can be used. There are two principal systems:

- Parenthetical referencing (also called the Harvard System)
- Footnotes and bibliography (also called the Oxford System)

APA, Chicago and MLA are three examples of standardized referencing systems that are commonly used. Ask your teacher if you are unsure about which reference system you should use.

WHERE TO GET HELP AND SUPPORT

If you are unsure about what is and what is not allowed, you should first contact your teacher or supervisor. It is your teacher's responsibility to provide you with information about plagiarism and to instruct you in how to use sources and how to reference. Nevertheless, it remains your responsibility as a student to find out what is required and to keep yourself up-to-date in terms of the regulations about cheating and plagiarism. In such a way, students' work can be conducted according to the expected academic level of honour and integrity.

CHECKING FOR PLAGIARISM

Dalarna University uses an electronic system as a means to checking for cases of plagiarism. Written assignments, such as degree projects, are sent to the electronic system. The system automatically checks for similarities between written assignments and Internet sources, such as other students' work and material from Swedish institutes of higher education and other such institutes. It is the teacher who makes the final decision as to whether or not there is reason to suspect plagiarism.

CONSEQUENCES

When a student is suspected of having plagiarised or cheated, the incident is reported to the university's Student Disciplinary Board. If it becomes clear that the student has acted with the intention of deceiving, he or she will receive a warning or be suspended from studies for up to six months (Higher Education Ordinance, Chapter 10, Sections 1 and 2). Suspension from studies also means that study grants can be withdrawn.

WANT TO KNOW MORE?

This pamphlet provides you with general information only.

You can find more information on du.se/library.

Contact

Högskolan Dalarna

Biblioteket (Library)

791 88 FALUN

bibinfo@du.se

023 - 77 81 80 (Falun)

023 - 77 81 90 (Borlänge)

du.se